

# Quotation Request //

## US Government Printing Office

Atlanta Regional Printing Procurement Office  
1888 Emery St., Suite 110  
Atlanta GA 30318-2566

**JACKET:524-348 R-1**

### Quotations are Due By:

(Eastern Time) 11:00 AM on 02/26/2009

Submit Fax Quotes to: (404) 605-9185

Contractors must provide mandatory taxpayer information before GPO makes payment.

Please see special notice on <http://contractorconnect.gpo.gov/>.

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**TITLE:** FASD CURRICULUM GUIDE

**QUANTITY:** 1 Contractor's Offered Quantity of CD Sets (Item 1)\*\* + Contractor's Offered Quantity of Wire-O Bound Books (Item 2) at a ratio of 2:1 (CD Sets to Books) + 32 QARC's (Book with CD Set)

\*\*NOTE: Each CD Set consists of 1 CD-Rom with either an Unprinted Clear Plastic CD Sleeve w/ Flap (1/2 of contractor's offered quantity) or Unprinted Clear Clam Shell Case (1/2 of contractor's offered quantity).

### FIXED PRICE - INDEFINITE QUANTITY CONTRACT:

NOTE #1: Award will be based on the largest quantity offered for Item 1 (CD Sets) and Item 2 (Wire-O Bound Books) at a 2:1 ratio (CD Sets to Books) for \$26,161.00. Potential vendors must submit the fixed price of \$26,161.00 plus the quantity of CD SETS AND WIRE-O BOUND BOOKS (2:1 RATIO) they will produce for the fixed price. In the event of a tie quantity, the award will be determined by the overall lowest discounted cost. Additionally, a cost must be submitted for each additional (each, 100, or 1000) copies for EACH ITEM.

NOTE #2: This is a fixed cost contract. If Author's Alterations are made during the proofing stage, the total quantity may be reduced in accordance with the contractor's quoted additional rate to offset the cost of the Author's Alterations.

### TRIM SIZE: .

Item 1 (CD Set):

Industry Standard CD + Unprinted Clear Plastic Sleeve w/ Flap (1/2 of contractor's offered quantity) or Unprinted Clear Clam Shell Case (1/2 of contractor's offered quantity)

Item 2 (Wire-O Bound Book):

Covers: 9 x 11"

Text: 8-1/2 x 11"

Tab Dividers: 9\* x 11" (\*includes 1/2" lip for tabs)

### PAGES: .

Item 1 (CD Set): Face Only (CD)

Item 2 (Book): 274 Text + 11 Tab Dividers + 2-piece Cover

### SCHEDULE:

Furnished Material will be available for pickup by 02/27/2009

Deliver complete (to arrive at destination) by 03/20/2009

F.O.B. destination

**QUALITY LEVEL:** 2 Quality Assurance Through Attributes (GPO PUB 310.1, effective May 1979 (Rev. 8-02)) applies.

### DESCRIPTION:

**\*\*REBID - DISTRIBUTION INSTRUCTIONS AND ALL DATES HAVE BEEN REVISED - REBID\*\***

**Item 1 (CD Set):**

NOTE: The provisions of Article 6, "Subcontracts," of Contract Clauses in GPO Contract Terms (GPO Pub. 310.2, effective December 1, 1987 (Rev. 6-01)), are modified to permit subcontracting of the production and printing of Item 1 (CD-Rom Sets).

Each bidder's attention is invited to the patent indemnification provisions of GPO Contract Terms (Pub. 310.2(Rev. 6-01)) since the duplication/replication successful bidder will be responsible for compliance with all applicable patents, including any for CD-ROMs or DVDs.

By submission of a bid, bidders certify that they hold a license under all patents applicable to their duplication/replication of CD-Roms or DVDs. If bidder chooses to subcontract the duplication/replication of CD-Roms or DVDs, by submission of a bid, bidders certify that their subcontractor holds a license under all patents applicable to their duplication/replication of CD-Roms or DVDs.

Contractor must furnish all materials and services as required to create CD-ROM disks from contractor created CD-ROM Masters. NOTE: Delivered CD-ROMs must conform to the International Organization for Standardization (ISO)/International Electrotechnical Commission (IES) International Standard 10149, "Information Technical - Data Interchange on Read-Only 120 mm Optical Data Disks (CD-ROM)", and ISO International Standard 9660, "Information Processing - Volume and File Structure of CD-ROM for Information Interchange."

Face prints full bleed white opaque background overprinting full color matter via 4-color process.

After printing, insert one CD into suitable contractor furnished clear plastic sleeve w/ flap and adhere sleeve to center of Cover 3 of the book with the CD flap inserted into sleeve (1/2 of contractor's offered quantity). Insert one CD into suitable contractor furnished clear clam shell case for remainder of CD's (1/2 of contractor's offered quantity).

**Item 2 (Book):**

Cover 1 prints full bleed, full color matter via 4-color process. Flood coat Cover 1 with a clear, non-yellowing gloss varnish. Covers 2, 3, & 4 are blank.

One text page (folio page 1) prints full bleed, full color matter via 4-color process. Balance of text prints type, rule, solid, reversed type, screen, and line art (containing screens) matter in Black ink with 4 blank pages scattered throughout. Prints head to head.

Tab Dividers print type matter in Black ink on the face of the tab. Tabs are 1/5 cut, 2-1/5 full banks. Round corners of tabs. Tabs must be reinforced by the lamination method of a single thickness of CLEAR plastic, cellulose acetate, polyethylene terephthalate, or equal material, securely bonded to each side of the divider, which shall lap over at least 10mm (3/8") on the base sheet and extend at least 10mm (3/8") beyond the tab end. The outer edge of the tab must be smooth. Tab dividers to be inserted (collated) in front of Page 1 of "Table of Contents", "Executive Summary" (page i), "Introduction" (page ii), Page 1 of "Competency I", Page 1 of "Competency II", Page 1 of "Competency III", Page 1 of "Competency IV", Page 1 of "Competency V", Page 1 of "Competency VI", Page 1 of "Competency VII", and "Appendix" (page A-1).

NOTE: Cover 1 & Folio Text Page 1 must be run on a minimum 4-color press with one single pass. High resolution digital printing (computer to plate) is acceptable as long as Quality Level 2 is maintained. Direct imaging (toner) and inkjet printing are not acceptable.

**MATERIAL FURNISHED:** Contractor to pickup at GPO. See Below:

- Two CD-Roms containing the electronic print files for CD Label, Cover 1, & Text (see "ELECTRONIC MEDIA") and the master file (file name: "fasd [DISK IMAGE}.iso") to be used for CD duplication/replication.

- Manuscript copy (as indicated below) for Tab Dividers. Contractor to typeset 1-2 lines of type matter in suitable type style, size, and font and center text on face of tab lip.

Tab Number:	Manuscript Copy:
1	"Table of Contents"
2	"Executive Summary"
3	"Introduction"
4	"Competency I"
5	"Competency II"
6	"Competency III"
7	"Competency IV"
8	"Competency V"
9	"Competency VI"
10	"Competency VII"
11	"Appendix"

**ELECTRONIC MEDIA (CD LABEL, COVER 1 & TEXT):**

- PLATFORM: Unknown
- STORAGE MEDIA: Two CD-Roms
- SOFTWARE: Contractor is not to request that electronic files provided be converted to a different format. If contractor wishes to convert files to a different format, the final output must be of the same or higher quality and at no additional cost to the Government. NOTE: File(s) may contain some low resolution images.
- CD Label: One file (cd\_label\_PRESS.pdf) will be provided in PDF format.
- Cover 1: One file (cover\_PRESSwBLEED.pdf) will be provided in PDF format.
- Text: Two files (inside\_leave 1.pdf and fasd\_guide\_PRESS.pdf) will be provided in PDF format.
- COLOR(s): Identified as CMYK and Black.
- FONTS: All fonts are Embedded and/or Embedded Subset.
- OUT-PUT: High resolution (150 line screen) output required.

**ADDITIONAL INFORMATION:**

- Identification markings such as register marks, commercial identification marks of any kind, etc., except GPO imprint, form number and revision date, carried in the electronic files, must not print on the finished product.
- PRIOR TO IMAGE PROCESSING, THE CONTRACTOR SHALL PERFORM A BASIC CHECK (PREFLIGHT) OF THE FURNISHED MEDIA AND PUBLISHING FILES TO ASSURE CORRECT OUTPUT OF THE REQUIRED REPRODUCTION IMAGE. ANY ERRORS, MEDIA DAMAGE OR DATA CORRUPTION THAT MIGHT INTERFERE WITH PROPER FILE IMAGE PROCESSING MUST BE REPORTED TO YOUR CONTRACT ADMINISTRATOR.
- THE CONTRACTOR SHALL CREATE/ALTER ANY NECESSARY TRAPPING, set proper screen

angles and screen frequency, and define file output selection for the imaging device being utilized. Furnished files must be imaged as necessary to meet the assigned quality level.

- When PostScript Files are not furnished - prior to making revisions, the contractor shall copy the furnished files and make all changes to the copy.

UPON COMPLETION OF THIS ORDER, THE CONTRACTOR MUST FURNISH FINAL PRODUCTION NATIVE APPLICATION FILES (DIGITAL DELIVERABLE) WITH THE FURNISHED MEDIA. THE DIGITAL DELIVERABLES MUST BE AN EXACT REPRESENTATION OF THE FINAL PRODUCT AND SHALL BE RETURNED ON THE SAME TYPE OF STORAGE MEDIA AS WAS ORIGINALLY FURNISHED. The Government will not accept, as digital deliverables, PostScript files, Adobe Acrobat Portable Document Format (PDF) files, or any proprietary file formats other than those supplied, unless specified by the Government.

**PAPER:** \* Must be in accordance with JCP Paper Specification Standards in effect on date of this order

Cover: JCP Code\* L10, White Litho Coated Cover, Basis Size 20 X 26" Basis Weight 100#

Text: JCP Code\* A240, White Matte Coated Offset Book, Basis Size 25 X 38" Basis Weight 70#

Tab Dividers: JCP Code\* K10, White Index, Basis Size 25.5 X 30.5" Basis Weight 110#

**COLOR OF INK:** Ink Must Contain a Minimum of 20% Vegetable Oil

See "DESCRIPTION"

**PRINT PAGE:** See Above

**MARGINS:**

Item 1 (CD Face): Follow file setup - full bleed in all dimensions.

Item 2 (Book):

Cover 1 & Text: Follow file setup - full bleed in all dimensions (Cover 1 and Text Folio Page 1) and adequate gripper (Balance of Text).

Tab Dividers: Follow copy\* - inadequate (less than 1/4") gripper. \*NOTE: Contractor to typeset 1-2 lines of type matter in suitable type style, size, and font and center text on face of tab lip.

**PROOFS:** (SEE BELOW)

Proofs are to be delivered to the department on or before March 5, 2009. Contractor is responsible for all costs incurred in the delivery and pickup of proofs. Contractor must return all furnished materials with proofs. Contractor furnished proof approval letters will not be recognized for proof approval/disapproval. Only GPO generated proof letters will be recognized for proof approval/disapproval.

(\*) CONTENT PROOF: One complete digital color CONTENT proof created using the same Raster Image Processor (RIP) that will be used to produce the final printed product. Proofs shall be collated with all elements in proper position (not pasted up), imaged face and back, trimmed and folded to the finished size/format of the final product.

(\*) CONTRACT PROOFS (CD LABEL, COVER 1 & TEXT FOLIO PAGE 1): Digital one-piece composite color CONTRACT proofs (i.e. Kodak Approval, Screen TrueRite, Dupont Thermal Waterproof, Polaroid PolaProof, CreoSpectrum, or Fuji Final Proof) with a minimum resolution of 2400 dpi created using the same Raster Image Processor (RIP) that will be used to produce the final printed product. These proofs must have all elements in proper position (indicate margins). Proofs will be used for color match on the press and must show dot structure. Sublimation, inkjet, photographic, and overlay proofs are not acceptable. The make and model number of the proofing system utilized shall be furnished with the proofs.

(\*) UNPRINTED CHECK DISK FOR CD DUPLICATION/REPLICATION.

IT IS UNDERSTOOD THAT THE PROOFS SUPPLIED UNDER THIS CONTRACT WILL MATCH THE FINAL OUTPUT.

Proofs will be withheld not more than 2 workday(s) from receipt by the Government to receipt in contractor's plant. Contractor must not print prior to receipt of an "OK to print".

NOTE: Films are not required. If at the contractor's option films are used, the Government will not pay for new films due to Author's Alterations. The Government will pay for making digital corrections - not for new films. At the completion of the order, the contractor must provide the Government with storage media (same type of storage media as was originally furnished) containing corrected files in the same format as the original Government furnished material.

**BINDING:**

Item 2 (Book): Collate covers, text, and tab dividers. Punch suitable along the entire 11" left dimension and bind with a suitable sized SILVER wire-o-binding.

After printing, insert one CD into suitable contractor furnished clear plastic sleeve w/ flap and adhere sleeve to center of Cover 3 of the book with the CD flap inserted into sleeve (1/2 of contractor's offered quantity). Insert one CD into suitable contractor furnished clear clam shell case for remainder of CD's (1/2 of contractor's offered quantity).

**PACKING:**

BOOK WITH CD-ROM (in Clear Plastic CD Sleeve): Pack suitable per shipping container. NOTE: Carton labels must be completed and labeled with "Stock No. 99-9705".

CD-ROM (in Clear Clam Shell Case): Pack suitable per shipping container. NOTE: Carton labels must be completed and labeled with "Stock No. 99-9706".

NOTE: All shipping cartons require a carton label. Noncompliance with the labeling and marking specifications on this order may be cause for the Government to reject the shipment at destination and return it to the contractor at his/her expense. The Government may, at its option, relabel and/or remark in accordance with the specifications and charge all costs to the contractor. There will be a minimum charge of \$50.00 per order (per Jacket) for all labeling and marking corrections that are made by the Government due to the contractor's failure to label/mark all cartons per specifications and Contract Terms.

**DISTRIBUTION:**

Deliver proofs to: CDC, ATTN: Romeo Christian (404-498-2175), 57 Executive Park Drive, 4th Floor, Atlanta, GA 30329.

Deliver 100 Copies of CD-Rom (in clam shell case) and 100 Copies of Book w/CD-Rom to: CDC, ATTN: Romeo Christian (404-498-2175), 57 Executive Park Drive, 4th Floor, Atlanta, GA 30329. See "PACKING" for additional labeling instructions.

Deliver balance of copies to: Lockheed Martin, CDC Receiving Department (301-519-5434), 9015 Junction Drive, Suite 2, Annapolis Junction, MD 20701. See "PACKING" for additional labeling instructions.

Upon completion, return all furnished material under separate cover to PROOF address via traceable means.

**QUALITY ASSURANCE RANDOM COPIES (32 Copies - Book w/ CD Set):** The contractor will be required to a certificate furnished by GPO certifying that the copies were selected as directed. Business Reply Mail labels will be furnished for mailing the copies. The copies are to be mailed at the same time as the first scheduled shipment. A copy of the Purchase Order must be furnished along with the QARC's and Certificate of Selection. A U.S. Postal Service approved Certificate of Mailing, identified by Jacket must be furnished with billing for reimbursement of certificate fee.

**QUALITY ASSURANCE LEVELS AND STANDARDS:** The following levels and standards shall apply to these specifications:

Inspection Levels (from ANSI/ASQC Z1.4):

- (a) Non-destructive Tests -- General Inspection Level I.
- (b) Destructive Tests -- Special Inspection Level S-2.

Specified Standards-- The specified standards for the attributes requiring them shall be:

ATTRIBUTE	SPECIFIED STANDARD	ALTERNATE STANDARD*
P-7. Type Quality and Uniformity	Approved Proofs	File Setup
P-10. Process Color Match	Approved Proofs	File Setup

\*In the event that the Specified Standard is waived the Alternate Standard will serve as its replacement.

**DISPUTES CLAUSE:** GPO Publication 310.2, GPO Contract Terms, Contract Clause 5. Disputes, is hereby replaced with the June 2008 clause found at [www.gpo.gov/printforms/pdf/contractdisputes.pdf](http://www.gpo.gov/printforms/pdf/contractdisputes.pdf). This June 2008 clause also cancels and supersedes any other disputes language currently included in existing contractual actions.

All GPO publications referenced in these specifications are available on the internet via the GPO web-site, <http://www.contractorconnect.gpo.gov>.